

MUCH HADHAM PARISH COUNCIL

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Notice is hereby given that the **virtual** meeting of the Much Hadham Parish Council **Burial Authority** will be held on **Tuesday, 6 October 2020, 6:45 pm**, for the purpose of transacting the business set out in the Agenda below, and you are hereby summoned to attend.

For access to this virtual meeting, please request details using email address above or visit the Parish Council website.

F M Forth

Fiona Forth
Clerk of the Council

1st October 2020

A G E N D A

- 20/34. Apologies for absence
- 20/35. Declarations of Interest
- 20/36. Chair's announcements
- 20/37. Minutes of the meetings held on 9 June 2020 and 4 August 2020
- 20/38. Reports on outstanding matters
- 20/39. Residents' comments
- 20/40. Management update
 - To receive an update on managing the burial grounds
- 20/41. Burial Ground extension
 - To revisit the plan and budget for extending Perry Green Burial Ground
- 20/42. Financial
 - (i) Payment of Accounts
 - None
 - (ii) Financial Statement
 - To receive the current financial position
- 20/43. Urgent business
- 20/44. Confirmation of date of next meeting – Tuesday, 1 December 2020 – arrangements to be confirmed

MUCH HADHAM PARISH COUNCIL

MINUTES of the Much Hadham Burial Authority virtual meeting held on Tuesday, 6th October 2020, at 6:52 pm.

Members: *Cllr Mrs J Liversage *Cllr Mrs P Taylor (Chairman)
 *Cllr B O'Neill *Cllr K Twort

* denotes present

In attendance: no members of the public and apologies were received from F Forth, Parish Clerk who was unwell. It was noted that the meeting was being recorded to enable the minutes to be produced.

20/34. APOLOGIES FOR ABSENCE

None.

20/35. DECLARATIONS OF INTEREST

None.

20/36. CHAIR'S ANNOUNCEMENTS

None.

20/37. MINUTES OF THE LAST MEETINGS

RESOLVED that the minutes of the last meeting held on 9 June 2020 be accepted as a correct record of the proceedings and be signed by the Chair.

RESOLVED that the minutes of the last meeting held on 4 August 2020 be accepted as a correct record of the proceedings and be signed by the Chair.

20/38. REPORTS ON OUTSTANDING MATTERS

The Chair confirmed that outstanding matters would be covered by subsequent agenda items. In addition, it was noted that the first interment into the new Garden of Remembrance at Perry Green Burial Ground had taken place.

20/39. RESIDENTS' COMMENTS

None.

20/40. MANAGEMENT UPDATE

Cllr K Twort and the Clerk had inspected the burial grounds prior to the meeting, finding both neat and tidy. It was noted that fences at both grounds were in a similar state, excluding the section that had been repaired at Perry Green, and the entrance to St Andrew's Burial Ground was still uneven.

Following discussion, it was agreed to:

- obtain a quote from Weld Design (as they had repaired the Perry Green fence) to:
 - clean and paint the fences at both Burial Grounds; and
 - refurbish the gate at St Andrew's Burial Ground so that it is always easy to open and close; and
- install "grasscrete" at the entrance to St Andrew's Burial ground to make that a flatter surface.

In addition, it was also agreed that the gravedigger be asked to ensure that soil spoil was kept levelled.

20/41. BURIAL GROUND EXTENSION

The plan to extend the burial ground at Perry Green was re-visited. Following discussion, it was agreed that Cllr Mrs J Liversage would informally discuss this with those currently farming the land.

20/42. FINANCIAL

(i) Payment of Accounts

None.

(ii) Financial Statement

The current financial position was noted (Appendix A).

20/43. URGENT BUSINESS

Whilst not urgent business, it was noted that the bench and planters need to be ordered for the Garden of Remembrance. It was agreed that Cllr Mrs J Liversage would arrange this and be subsequently reimbursed. One of the existing benches to be removed as damaged.

In addition, Cllr B O'Neill noted that the bench outside and to the left of the Perry Green Burial Ground needed to be fixed upright and he agreed to investigate this.

20/44. DATE OF NEXT MEETING

Tuesday, 1st December 2020 at 6:45 pm. Arrangements to be confirmed but likely to be in the same format as tonight.

Cllr B O'Neill to undertake the inspection of the burial ground prior to the next meeting.

There being no further business the meeting closed at 7:16 pm

MUCH HADHAM PARISH COUNCIL - BURIAL AUTHORITY

YEAR ENDED 31 MARCH 2021

BUDGET TO ACTUAL COMPARISON AS AT 6 OCTOBER 2020

(Excludes VAT)	FULL YEAR	YEAR TO DATE	
	2021	2021	
	BUDGET	ACTUAL	
	£	£	COMMENT
INCOME			
Burial	2,200.00	7,590.00	Actual includes a on-resident burial (£5,500)
Memorial	440.00	392.00	
TOTAL INCOME	<u>2,640.00</u>	<u>7,982.00</u>	
EXPENDITURE			
Water	100.00	55.63	£30 credit received as result of Castle Water's failure to deal with complaint within timescales.
Church yard maintenance	1,800.00	900.00	
Other maintenance	500.00	-	
Other	100.00	95.00	
TOTAL EXPENDITURE	<u>2,500.00</u>	<u>1,050.63</u>	
ANNUAL RECONCILIATION			
Opening balance - 1 April 2020	18,742.76	18,742.76	
Income	2,640.00	7,982.00	
Expenditure	- 2,500.00	- 1,050.63	
Closing balance	<u>18,882.76</u>	<u>25,674.13</u>	